# **Public Safety & Judiciary Committee**

Wednesday, May 9, 2012

9:00 a.m. – Conference Room A260

#### **MINUTES**

- 1. County Clerk, Cindy Phillippi will call the meeting to order. Barb Waugh, sitting in for Cindy Phillippi, called the meeting called to order at 9:00 am.
- 2. Was the meeting properly noticed? Yes.
- 3. Roll Call. All present. Sebastiani, James, Miller, Eggebrecht, Edwards, Green, Wollin, Beckman, Helmrick, Gervais, Steffens, Rogers, Kirsenlohr
- 4. Nomination of Chairperson. Miller nominated Al Sebastiani, James second. Al Sebastiani accepted. Motion Carried. Unanimous. Al Sebastiani is Chairperson.
- 5. Chairperson will conduct remainder of meeting.
- 6. Nomination for Vice-Chair. Miller nominated Terry James/Eggebrecht second. Terry James accepted. Motion carried. Unanimous. Terry James is Vice Chairperson.
- 7. Appoint a Recording Secretary. James nominated Sandra Green, Sheriff's Office/Miller second. Sandra Green accepted. Motion carried. Unanimous. Sandra Green is Recording Secretary.
- 8. Approve the Agenda. Edwards/James. Motion carried. Unanimous.
- 9. Approve minutes of prior meeting. Miller/James. Motion carried. Unanimous.
- 10. Public participation (If requested by the Committee Chair). Take as comes.
- 11. Correspondence. None.

## 12. Family Court Commissioner – Dennis McFarlin – Present.

Discuss/Approve Monthly Expenditures and Vouchers.

Discuss general operations of department. Dennis will try to get here every couple of three months. He does not have anything new or special to report but is available if anyone has questions. The workload has been increasing gradually and he has taken on a few more assignments than usual in his position.

Approve conference/training if any. None.

# 13. Child Support – Deb Barnes – Not present.

Written report submitted to all committee members.

# 14. Clerk of Circuit Court – Dee Helmrick – Present.

Discuss/Approve Monthly Expenditures and Vouchers. Discussed.

Discuss general operations of department.

- a. Community Service Coordinator's Monthly report. Discussed. Dee will see if Carrie Allard will be available for the next meeting to explain a lot of the items on the report.
- b. Status of recruiting for open position. Dee went through the hiring and recruiting process for the Deputy Clerk of Court position. They had interviews of the two last applicants. There was a selection made. Karen Ulm will be starting on May 21<sup>st</sup>. She will then be back up to full staff. She will try to get as much training in as possible for her before the summer rush.

Approve conference/training if any. None.

# 15. Register in Probate – Terry Reynolds – Not present.

Discuss/Approve Monthly Expenditures and Vouchers.

Discuss general operations of department.

Approve conference/training if any.

Update on Teen Court.

#### 16. District Attorney – Tania Bonnett - Present.

Discuss/Approve Monthly Expenditures and Vouchers. New transcription equipment was purchased as the old equipment did not work any longer. The cost of the annual maintenance for this equipment will be \$1400 for the software. Other expenditures were discussed.

Discuss general operations of department. April was an extraordinarily busy month and May is looking just as busy. Ms. Bonnett did a lot of community events such as the Sexual Assault Awareness seminar and participated with some community professionals. She has adjusted her Assistant DA's schedule to accommodate the growing schedule.

Approve conference/training if any. None.

## 17. Emergency Management – Jane Gervais – Present.

Discuss/Approve Monthly Expenditures and Vouchers. Question on why one tower was twice as much for electricity than the others. Jane reported that there is one tower that is always higher than the other tower electric bills. Jane will check into this.

Discuss general operations of department. Radios were programmed for narrow banding the week of April 16<sup>th</sup>. Some were programmed for WISCOM. They are still working on the Dispatch counsel. There were two EM base radios that could not be programmed to narrowband, one was over at HHS, which was no longer in use, and the other one was a base unit in a box in the Sheriff's office garage. They could not be programmed due to age, as well as four portable radios used by Petenwell Park. Jane is asking permission to give the old radios to ARES/RACES Amateur Radio Group as they can make good use of them. Motion to donate the old radios to ARES/RACES Amateur Radio Group. Eggebrecht/Edwards. Motion carried. Unanimous. The Dell Prairie cell tower had a lightning hit on Sunday. Communications Service made repairs to equipment, but the generator took a large hit. Jane contacted Current Technologies to fix the generator. Jane reported this to the Treasurer to be submitted to the insurance company. There is a \$2500 deductible. It is unknown what the cost to fix the generator will be, until the invoice is received. If it is under the deductible, it will be paid out of Emergency Management's budget and there are no monies in the budgeted for this.

Approve conference/training if any.

Discuss lease agreement for the storage of the Mobile Command Trailer at the Village of Friendship. Jane attended the Village of Friendship Board meeting on Monday and the decision was to keep the storage agreement at \$1/day for one more year (June, 2012 to June 2013).

Discuss and/or act on generator at Solid Waste Department. A storage site for the generator was found. The generator will be moved from Solid Waste to one of maintenance department's storage bays, when it is cleaned out.

### 18. Sheriff's Office - Sheriff Wollin - Present.

Discuss/Approve Monthly Expenditures and Vouchers. Supervisor Eggebrecht asked why the change from Ford to Chevy's for the patrol vehicles. Sheriff Wollin explained Lt. Tully went to the Fleet Expo and assessed the information available as well as actually sitting in the vehicles. Chevy came out on top.

Discuss general operations of department. We are dealing with the Sovereign Citizens group. The Sheriff's Office is involved. There are two subjects with criminal charges as well as child placement issues. This issue was discussed with the committee. The Sheriff did note this issue will bring extra costs to the Sheriff's Office due to added security in the courtroom. We completed the written testing for the patrol sergeant positions. Oral interviews will be next and the Sheriff is asking for one of the committee members to be present for this. Approve conference/training if any. None.

Animal Control Report/Eyes of Hope Shelter Report/Feline Shelter Report (included in packet). Kris Steffens was present. Discussion took place regarding the monthly report.

Discuss interviews and conditional offer of Employment to two female Jail Deputy applicants and eligibility list of four male applicants. There were two vacancies. Stephanie Starks began on Monday and started her training already. Jean Nelson has accepted the other position. No start date has been determined yet. Her transition should be fairly smooth. We are now full-staffed again. Discuss Narrow Band and WISCOM project and the unexpected expenses. We did run into some unforeseen issues in the Sheriff's Office. There were certain features we believed we had, but found out we didn't. This will be an unforeseen cost at a \$140/radio. There is money in the budget for this as another contract came in at much lower cost this year so there will be monies leftover to pay for this upgrade. Communications Service has stated they should be able to stay at or below \$4,000 for the upgrade.

Discuss/Act if needed regarding complaint from a citizen of Adams County. Supervisor James explained this situation to the Committee as to the chain of events which led to the letter sent to James. Sheriff Wollin explained the process to file a complaint with the Sheriff's Office which is a process that should be followed. The person sending this in did not follow the process for this. More discussion took place regarding this complaint.

Discuss Resolution to re-establish non-lapsing carryover account for D.A.R.E. (Drug Abuse Resistance Education); approved by Administrative and Finance Committee and placed on the agenda for County Board Approval. Sheriff Wollin stated the prior administration gave this account to the school to repair the Corvette. Rather than use that \$8,000, the car and the engine, they would like to sell all through surplus and use the money for training and materials to get the program started and hopefully sustain it for a while. Sebastiani feels this committee should be the one bringing it forward. Sheriff Wollin explained this was direction from Trena Larson to take it to the Admin/Finance committee. No action taken as A/F has already taken care of it.

### <u>Captain Beckman – Present.</u>

Discuss additional general operations of department if applicable. Over the weekend another Simplex board went bad. This knocked out the lights in one of the pods for the inmates. The cell lights were still on around the exterior but the overhead lighting was gone. Tracy came out on Sunday and handled the situation. He called an electrician and they will need to make a new board for the system.

Discuss/Act on appointment or re-appointment to Technology Steering Committee. The committee has changed and has sitting board members as well as the users. Supervisor James motioned to re-appoint Captain Les Beckman to the Technology Steering Committee. James/Edwards. Motion carried. Unanimous. Schedule walk through with new PS&J Committee. The inspection is tentatively scheduled for May 24<sup>th</sup>. Captain Beckman would like to schedule the walk-through so he can at least tell the inspector he has the tour scheduled. The tour will be scheduled for the June PS&J meeting on June 13<sup>th</sup> and a meal will be served to the committee. Update of Hospitalized Inmate. The last billing was \$23,150. Sandra went through, negotiated and found the process for Medicare and brought the prices down. Sandra saved over \$15,000 so far on these billings. Questions were asked regarding reimbursement for the charges this inmate incurred. Captain Beckman stated we will go through the process to recoup these monies at a later date.

Motion for a five minute recess at 10:15 to allow exchange of Recording Secretary. Cheryl Thompson from the Sheriff's Office will take over.

Meeting called back to order at 10:20 am.

19. <u>Medical Examiner Angela Heinz - Not Present and Chief Deputy Medical Examiner, Marilyn Rogers – Present.</u>
Discuss/Approve Monthly Expenditures and Vouchers. Rogers distributed the monthly activity report for April 2012. Question was raised regarding a Child Death Review Grant. Marilyn wasn't sure but will be having a

meeting today and will know more after that. She does know other counties have used these monies for cribs, pack-n-plays, etc. due to most infant deaths are due to an improper sleeping arrangement.

Discuss general operations of department. January 8<sup>th</sup> she attended an in-service with school coaches where she learned things about head injuries and prevention, etc. A lot of new information which is vital to share with school athletics personnel.

Approve conference/training if any. None.

- 20. Committee will convene in closed session per Wis. Stats 19.85(1) (c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on status of Acting Chief Deputy/filling position of Chief Deputy. Motion by James/Eggebrecht to go into closed session at 10:35 am. Motion carried. Unanimous.
- 21. The Committee will reconvene in open session per Wis. Stats. 19.85(2), to consider and vote on appropriate matters. Motion to reconvene in open session at 11:34 am. Motion by James/Miller. Motion carried. Unanimous.

Motion by James/Eggebrecht to approve Terry Fahrenkrug to the appointment of Chief Deputy position under the Sheriff's authority pending successful background check. Motion carried. Unanimous.

Motion by Miller/Edwards to move Les Beckman to pay grade 14, step 7. Motion carried. Unanimous.

Motion by Eggebrecht/James to move Terry Fahrenkrug to pay grade 15, step 3. Motion carried. Unanimous.

- 22. Approval of all vouchers and monthly expense reports. Motion by James/Miller. Motion carried. Unanimous.
- 23. Identify upcoming agenda items. Follow-up regarding Terry Fahrenkrug background information.
- 24. Set next meeting date. June 13<sup>th</sup>, 2012 at 10:30 am in Conference Room A260.
- 25. Adjournment. Meeting adjourned at 11:30 am. Motion Miller/James. Motion carried. Unanimous.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Office. *These minutes are not yet approved by the Public Safety & Judiciary Committee.* 

Cc: Sebastiani / James / Miller / Eggebrecht / Rogers / Wollin / Fahrenkrug / Green/ McFarlin / Bonnett/ Cada / Hinze / Rodgers / Gervais / Helmrick / Reynolds / Barnes / County Clerk Dept / McGhee / Larson / Eyes of Hope Shelter